WiSACWIS Update Notice
Permanency Plan

The Permanency Plan functionality in WiSACWIS will be modified for build 3.7 that is scheduled for release on February 24, 2003. The Permanency Plan window is being modified to comply with Act 109. Modifications to the Permanency Plan window include field name changes, the addition of new fields, and streamlining the permanency plan template.

Summary of Changes

Conversion

- At the close of business on February 21, 2003, all existing 'Pending' Perm. Plans will be converted to an 'Ongoing.' Status. If work is incomplete on Friday, February 21st, it will be saved and frozen in its incomplete state. This will freeze all Perm Plans in production. You will not be able to use the copy over feature with this version of the Perm Plan since the new Perm Plan window has new/different fields.
- Permanency Plans created on or after February 24th will not copy over information from Permanency Plans created prior to February 24th. The first time a user creates a Perm Plan for a child on or after February 24, 2003 the Permanency Plan will need to be created from the beginning. Once a user has documented a Perm Plan using the new format, the copy over feature will once again be available.
- Users should not create a new Perm Plan for the child on February 24, 2003 just so that it will be in the new format. Users should only create a new Perm Plan in the system when this work is required/due (i.e. Perm Plan Review/Admin Review/Judicial Review/Case Plan Evaluation, etc.).
- When a user creates a subsequent Permanency Plan for child who has a Permanency Plan in WiSACWIS, the system will no longer automatically copy over the information from the previous Perm Plan to the new one. Instead the copy over window opens and the user will need to either use the existing Perm Plan for the child, another Perm Plan from the case, or create a new one without copy over.
- The Permanency Plan template that will be in the system on February 24th is a brand new template. There are several new sections on the template but the overall length of the template has been cut nearly in half. There will no longer be any county-specific versions of the template.

Permanency Plan window – Basic tab

The Basic tab will be modified by replacing permanency goal check boxes with drop down fields in the 'Child's Current Permanence Goal of Record' and 'Child's Proposed Permanence Goal of Record' group boxes.
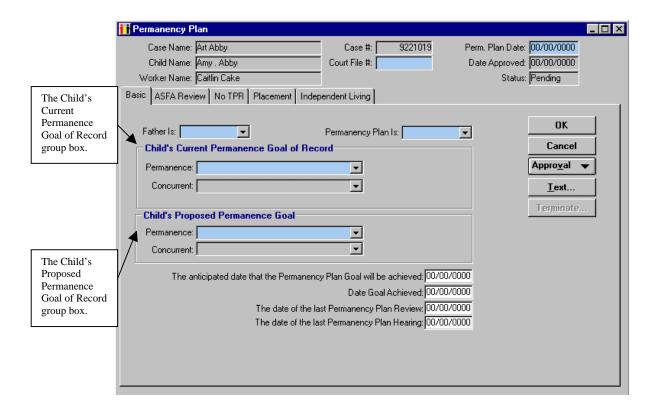
Child's Current Permanence Goal of Record group box – This group box contains the Permanence field and the Concurrent field. The Permanence field requires the worker to select the current primary permanence goal for the child. The Concurrent field allows the worker to select a concurrent permanence goal for the child.

Child's Proposed Permanence Goal of Record group box – This group box contains the Permanence field and the Concurrent field. The Permanence field requires the worker to select

the proposed primary permanence goal for the child. The Concurrent field allows the worker to select a proposed concurrent permanence goal for the child.
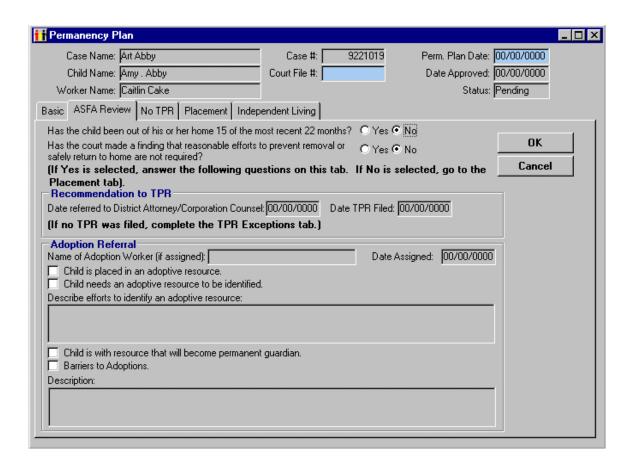
The **drop down values** for Concurrent goals (in both group boxes on the Basic Tab) are filtered based on what was selected for Permanence. (Example: If 'Reunification' is selected for the Permanence Goal, then 'Reunification' is not listed as a choice in the Concurrent field.

Concurrent goals are not enabled until a Permanence goal is selected (in both Current and Proposed group boxes).

The Child's Current Permanence Goal of Record group box.

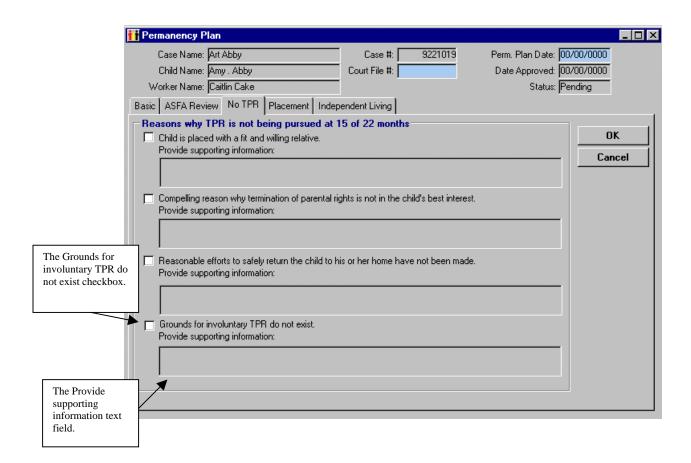The Child's Proposed Permanence Goal of Record group box.

Permanency Plan window – ASFA Review tab

- The first question on the tab will be broken into two separate questions, each with a Yes/No Radio button following them. If either question is answer 'Yes', the rest of the tab will be enabled.
- Remove the question: 'Has a recommendation been made to terminate parental rights?' and it's associated Yes/No Radio button.
- Change the 'Date referred to District Attorney's Office' label to 'Date referred to District Attorney/Corporation Counsel.' It should be enabled and not required.
- Add the following informational text in bold, in the 'Recommendation to TPR' group box (below the two date fields): 'If no TPR was filed, complete the TPR Exceptions tab.'
- In the Adoption Referral group box, change the 'Barriers to TPR/Adoptions' label to read 'Barriers to Adoption'
- 'Date TPR Filed' field is pre-filled from the Legal Status window, where the Date Filed/Served field is completed, with the verified checkbox checked AND the Legal Action field is either 'TPR Petition Voluntary', 'TPR Petition Involuntary', or 'Request for TPR'. If there is more than one Legal Status matching these criteria, the one with the earliest date will be retrieved.
- Change the logic in the Adoption Referral group box: If EITHER 'Child is with a resource that will become permanent guardian' checkbox, OR 'Barriers to Adoption' checkbox are checked, then enable and require the 'Description' field for user entered text.
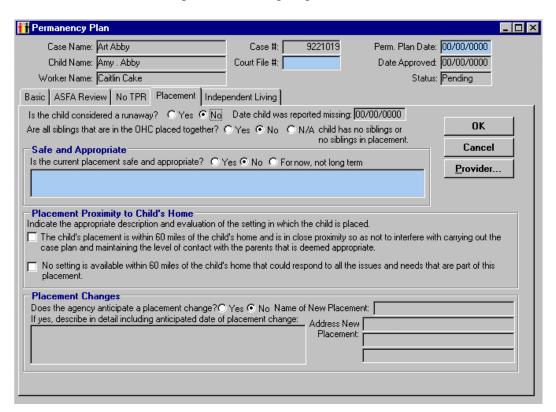
Permanency Plan window – No TPR tab

- Change the tab name from 'No TPR' to 'TPR Exceptions'
- Change the 'Compelling Reasons Not to TPR' label to 'Reason why TPR is not being pursued at 15 of 22 months'
- Change 'Child is placed with a relative and…' label to 'Child is placed with a fit and willing relative.'
- Change 'Termination of parental rights…' label to 'Compelling reason why termination of parental rights is not in the child's best interest.'
- Change 'Reasonable efforts to reunify…' label to 'Reasonable efforts to safely return the child to his or her home have not been made.'
- Add a fourth checkbox and text field at the bottom of the group box.
  Checkbox label: 'Grounds for involuntary TPR do not exist.'
  Text field label: 'Provide supporting information:'
- When each checkbox is checked in the 'Reason why TPR is not being pursued at 15 of 22 months' group box, the corresponding text field is enabled and required.

Permanency Plan window – Placement tab

- The question 'Are siblings placed together' is now 'Are all siblings that are in OHC placed together?'
- In the Placement Changes group box, change 'Are there any anticipated placement changes?' to 'Does the agency anticipate a placement change?'
- In the Placement Changes group box, change the label 'If yes, describe in detail:' to 'If yes, describe in detail including anticipated date of placement change:'
- In the Placement Proximity to Child's Home group box, first checkbox, remove the following sentences from the label: 'This placement is safe and appropriate and the child's needs are currently being met. The department will monitor the child's placement to ensure that the child's needs are being met on an ongoing basis.'
- In the Placement Proximity to Child's Home group box, second check-box, remove the following sentences from the label: 'This placement is safe and appropriate and the child's needs are currently being met. The department will monitor the child's placement to ensure that the child's needs are being met on an ongoing basis.'

Permanency Plan Due tickler
- Creation:
  The Permanency Plan Due tickler is created when a date is entered in the 'Date Removed from his or her home' field on the Out of Home Placement window, and the window is approved.
- Deletion:
  1) Perm Plan is created and approved.
  2) OHP ended with a discharge from all placements.

3) The OHP where the 'Date Removed from his/her Home' was recorded is ended with ending reason of 'Placement made in error.'

Permanency Plan Review (6 months) tickler
- Formerly called the Administrative Review tickler
- Creation: The Permanency Plan Review (6 months) tickler is created when a date is entered in the 'Date Removed from his or her home' field on the Out of Home Placement window, and the window is approved.
- Reset (old tickler removed, new one created):
  1) If an Administrative Review meeting is scheduled, and meeting completed checkbox checked, then tickler is reset for 1 year from date of Admin. Review meeting.
  2) If a Legal Status of 'Permanency Plan Review (6 months)' is created, and a Hearing Date is entered (verified checkbox checked), then the tickler is reset for one year from the Hearing date.
  3) If a Legal Status of 'Permanency Plan Hearing (annual)' is created, and a Hearing Date is entered (verified checkbox checked), then the tickler is reset to the earliest (within the last nine months) of the following three dates:
     - 1 year from Admin Review date
     - 1 year from Permanency Plan Review (6 months) Hearing Date
     - 6 months from Permanency Plan Hearing (annual) Hearing Date
- Deletion:
  1) OHP ended with a discharge from all placements.
  2) The OHP where the 'Date Removed from his/her Home' was recorded is ended with ending reason of 'Placement made in error.'

Permanency Plan Hearing (annual) tickler
- Brand new tickler
- Creation: The Permanency Plan Hearing (annual) tickler is created when a date is entered in the 'Date Removed from his or her home' field on the Out of Home Placement window, and and the window is approved.
- Reset (old tickler removed, new one created):
  1) If an Administrative Review meeting is scheduled, and meeting completed checkbox checked **OR**
  2) If a Legal Status of 'Permanency Plan Review (6 months)' is created, and a Hearing Date is entered (verified checkbox checked), then the tickler is reset to the earliest (within the last nine months) of the following three dates:
     - 6 months from Admin Review date
     - 6 months from Permanency Plan Review (6 months) Hearing Date
     - 1 year from 'Date removed from his or her home' field on the OHP. This option is **ONLY** valid within the first year after the 'Date Removed from his/her Home'. After one year, only options one or two are valid.
  3) If a Legal Status of 'Permanency Plan Hearing (annual)' is created, and a Hearing Date is entered (verified checkbox checked), then the tickler is reset to 1 year
- Deletion:
  1) OHP ended with a discharge from all placements.
  2) The OHP where the 'Date Removed from his/her Home' was recorded is ended with ending reason of 'Placement made in error.'